

TABLE 6  
MCM 6 PROGRAMS - POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

ID	Program	Permit Part	Audience	Target Pollutant	Objective	Measurable Goal	Milestone Date	Description	Reasons for Selection	Person Responsible	Measure of Success	Documentation (see website)											
6.1	City-Owned or Operated Facilities Storm Water Maintenance Plan	4.2.6	MS4 Personnel	All pollutants	Prepare and maintain a storm water maintenance plan for city-owned facilities	1) Develop an inventory of city-owned or operated facilities	3/11/2015	The City will prepare an overall City-Owned or Operated Storm Water Maintenance Plan for all of the city-owned facilities. This plan will include an inventory of all facilities, identification of "high priority" facilities, and site-specific Storm Water Maintenance Plans for the "high priority" facilities. The Maintenance Plan will also include copies of spill prevention plans and inventory of floor drains and storm drains on the property. SOPs/BMPs developed for the specific facilities will also be included as part of the plan. Note that a maintenance plan of the storm water system is not included as part of this plan but is part of Program 6.2.	A City-Owned or Operated Storm Water Maintenance Plan will help standardize how it maintains its facilities and to keep order between all departments.	Program Coordinator	Goals completed to develop and maintain a storm water maintenance plan for city-owned facilities	City-Owned Facilities Storm Water Maintenance Plan											
		4.2.6.1				2) Assess inventory of city-owned or operated facilities for potential to discharge pollutants and identify "high-priority" facilities	3/13/2015																
		4.2.6.2					7/1/2015																
		4.2.6.3																					
		4.2.6.4																					
		4.2.6.4.1				3) Develop and implement site-specific storm water maintenance plans for high-priority facilities including facility specific SOPs/BMPs																	
		4.2.6.4.2																					
		4.2.6.4.3																					
		4.2.6.4.4																					
		4.2.6.4.5																					
		4.2.6.4.7				4) Review and update Spill Prevention Plans as necessary and develop spill prevention plans where not in place	7/1/2015																
		4.2.6.6																					
		4.2.6.6.1				5) Develop an inventory of floor drains inside city-owned or operated facilities	8/1/2015																
		4.2.6.6.2																					
		4.2.6.6.3																					
						6) Develop an inventory of storm drains on city-owned facility properties	8/1/2015																
						7) Develop and implement Facility Inspection SOPs	4/1/2015																
						8) Update existing facility quarterly comprehensive inspection forms and prepare weekly visual and quarterly visual inspection forms	4/1/2015																
						9) Maintain updated City-Owned Facilities Storm Water Maintenance Plan	Ongoing																

TABLE 6 CONTINUED  
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ID	Program	Permit Part	Audience	Target Pollutant	Objective	Measurable Goal	Milestone Date	Description	Reasons for Selection	Person Responsible	Measure of Success	Documentation (see website)
6.2	Storm Water System Maintenance Plan	4.2.6 4.2.6.1 4.2.6.4.6	MS4 Personnel	All pollutants	Prepare and maintain a maintenance plan for the storm water system	1) Assess inventory of storm water system facilities and prioritize maintenance of system facilities	6/1/2015	The City will prepare a Storm Water System Maintenance Plan which will include a prioritized schedule for inspection, cleaning, and repair of storm water system facilities.	A Storm Water System Maintenance Plan will help organize inspection, cleaning, and maintenance efforts and will help standardize operating procedures for completing these efforts.	Program Coordinator	Goals completed to develop and maintain a maintenance plan for the storm water system	Storm Water System Maintenance Plan
						2) Prepare schedule for inspection, cleaning, and repair of storm water system facilities	6/1/2015					
						3) Maintain record of inspection, cleaning, and repair of storm water system facilities	Ongoing					
						4) Maintain updated storm water system maintenance plan						
6.3	Standard Operating Procedures for Construction and Maintenance	4.2.5.5 4.2.6 4.2.6.4 4.2.6.4.1 4.2.6.4.2 4.2.6.4.3 4.2.6.4.4 4.2.6.4.5 4.2.6.4.6	MS4 Personnel	All pollutants	Prepare SOPs for construction, inspection, and maintenance that affect storm water quality	1) Develop and implement SOPs for mainenance of the storm water system performed by City personnel	6/1/2015	SOPs define the standard operation procedures for City operations that will help minimize and reduce pollutants to the storm water system and receiving waters. SOPs will be developed for use by City staff for inspecting, cleaning, and repairing the storm water system as well as for general construction and maintenance performed by City personnel.	SOPs are an effective way to establish written procedures to reduce pollutants that are a result of City operations. It also facilitates a simple system to demonstrate staff is aware and trained on how to reduce their impact on water quality.	Program Manager	SOPs developed and implemented	SOPs for Construction and Maintenance
						2) Develop and implement SOPs for general construction and maintenance performed by City personnel	6/15/2015					
6.4	Flood Management Structural Controls	4.2.6.7 4.2.6.7.1	MS4 Personnel	All pollutants	Assess water quality impacts in design of new structures and review existing structures to improve water quality	1) Develop and implement a Water Quality Consideration SOP	5/15/2015	The Water Quality Consideration SOP will provide guidance for assessing the water quality impacts in the design of all new flood management structural controls.	The permit requires that a process be developed to assess the water quality impacts in the design of all new flood management structural controls.	Program Manager	SOP developed and implemented	Water Quality Consideration SOP
						2) Develop and implement a Retrofit Existing Infrastructure SOP	5/15/2015	The Retrofit Existing Infrastructure SOP will provide a plan/guidance to assess existing infrastructure, identify developed sites that are adversely impacting water quality, assess existing flood management structural controls to determine whether changes or additions should be made, and identify potential retrofit needs (See Program 5.4).	The permit requires that a plan be developed to retrofit existing developed sites that are adversely impacting water quality.		SOP developed and implemented	Retrofit Existing Infrastructure SOP